

CALL FOR TENDER

TERMS OF REFERENCE

Assessment and Strategic Planning on Climate Change and Disaster Preparedness of Fairtrade Producer Organizations (POs) in the Philippines

1. Background and Rationale

The Philippines is among the most climate-vulnerable countries in the world, with Fairtrade smallholder producers across sugar and coconut bearing a disproportionate share of typhoon, flood, and drought impacts. Despite this exposure, most Fairtrade producer organizations (POs) in the Philippines lack a structured assessment of their climate and disaster vulnerability and have not yet integrated calamity preparedness into cooperative planning or Fairtrade Premium use.

Fairtrade NAPP is commissioning a focused consultancy to fill this gap in assessing current preparedness levels across selected POs and facilitating a practical planning process to strengthen climate resilience and inform NAPP advocacy with government and Fairtrade governance bodies.

2. Objectives

- Assess climate and calamity vulnerability and current preparedness of selected Fairtrade Producer organizations in the Philippines;
- Identify gaps in Disaster Risk Reduction planning, policy linkages, and access to government support programs;
- Facilitate a participatory strategic planning session with POs to develop practical preparedness priorities¹
- Produce an assessment report and issue brief to support NAPP engagement with local, national and global Fairtrade stakeholders

3. Scope of Work

The assignment covers selected Fairtrade-certified POs in the Philippines across the following commodities and regions:

Region / Area	Commodity	Producer Organizations
Negros Occidental	Sugar	3
Tagum City	Coconut	1
Malita, Davao Occidental	Coconut	2
Oas, Albay	Coconut	1

4. Tasks and Deliverables

The consultant shall complete the following within an indicative 8-week period from contract signing:

- Inception report
- Consultative workshops with producers (in-person preferred) and meetings with stakeholders
- Workshop/Meeting report (1 per event)
- Draft PO Climate Change / Disaster Risk Reduction Plan
- Draft Issue brief
- Final Issue brief
- Draft report

¹ Fairtrade SPO Standard Climate Change Adaptation Plan (Core/Dev 3.2.2)

- Final report

All deliverables shall be in English. NAPP will provide feedback regarding deliverable.

5. Budget

Maximum available budget is Euro 1500. This sum excludes tax for consultant. The budget also includes a sum to cover travel and meeting costs.

6. Consultant Profile

- Experience in climate change adaptation, disaster risk reduction, or community resilience work in the Philippines;
- Familiarity with smallholder agricultural cooperatives or rural producer organizations.
- Ability to conduct remote stakeholder interviews and facilitate online or hybrid planning sessions.
- Good written English: knowledge of Filipino and/or local languages is an advantage.
- Exposure to Fairtrade systems or Philippine DRR policy frameworks² is desirable but not required.

7. Arrangements and Supervision

The consultant will report to the Fairtrade NAPP Country PSR Manager. Fairtrade NAPP will facilitate PO introductions, share relevant documents, and review deliverables within five working days. The consultant is responsible for their own equipment and internet access. All outputs and data are the property of Fairtrade NAPP.

8. How to Apply

Please hand in your proposal comprising of (1) a brief expression of interest (max. 1 page) describing your relevant experience and approach; (2) a CV; (3) one sample of relevant prior work; and (4) a financial offer confirming your all-inclusive fee, of max. 6 pages (not including CVs, annex) until 20 May 2026 to advocacy@fairtradenapp.org

For queries, contact Ms. Natasha Erika Jane Siaron at natashaerika.siaron@fairtradenapp.org

² RA 10121, NDRRMC
